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| APPLICATION NUMBER | FILING OR 371 (c) DATE | FIRST NAMED APPLICANT | ATTORNEY DOCKET NUMBER |
|--------------------|------------------------|-----------------------|------------------------|
| 10/630,371         | 07/30/2003             | Charles J. Steffl     | 13393.0001US01         |

23552  
 MERCHANT & GOULD PC  
 P.O. BOX 2903  
 MINNEAPOLIS, MN 55402-0903

CONFIRMATION NO. 8957

## FORMALITIES LETTER



\*OC00000001112014\*

Date Mailed: 10/28/2003

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted***Items Required To Avoid Abandonment:**

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.  
*Applicant must submit \$ 770 to complete the basic filing fee for a non-small entity. If appropriate, applicant may make a written assertion of entitlement to small entity status and pay the small entity filing fee (37 CFR 1.27).*
- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Replacement drawings in compliance with 37 CFR 1.84 and 37 CFR 1.121 are required. The drawings submitted are not acceptable because:
  - More than one figure is present and each figure is not labeled "Fig." with a consecutive Arabic numeral (1, 2, etc.) or an Arabic numeral and capital letter in the English alphabet (A, B, etc.)(see 37 CFR 1.84(u)(1)). See Figure(s) 2, 5.

**SUMMARY OF FEES DUE:**

Total additional fee(s) required for this application is **\$900** for a Large Entity

- **\$770** Statutory basic filing fee.

- **\$130** Late oath or declaration Surcharge.

Replies should be mailed to: Mail Stop Missing Parts  
Commissioner for Patents  
P.O. Box 1450  
Alexandria VA 22313-1450

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*A copy of this notice MUST be returned with the reply.*



Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 3 - OFFICE COPY

**Effective OCTOBER 1, 2003**, Patent Fees will be adjusted. Please note that fee amounts required by the enclosed Notice might reflect the fees due on the date of filing. Any fee paid on or after OCTOBER 1, 2003 is subject to the new FY 2004 fee schedule and must be paid in the new amount.

**EXAMPLES OF FEES BEING ADJUSTED**

See [www.uspto.gov](http://www.uspto.gov) for complete FY 2003  
and FY-2004 Fee Schedules

\* Indicates  
fees remain  
at FY 2003  
amount

| DESCRIPTION  | FY 2003 | FY 2004 |
|--|---------|---------|
| Basic filing fee - Utility                             | \$750   | \$770   |
| Basic filing fee - Utility (Small Entity)              | \$375   | \$385   |
| Independent claims in excess of three                  | \$84    | \$86    |
| Independent claims in excess of three (Small Entity)   | \$42    | \$43    |
| Claims in excess of twenty                             | \$18    | \$18*   |
| Claims in excess of twenty (Small Entity)              | \$9     | \$9*    |
| Multiple dependent claim                               | \$280   | \$290   |
| Multiple dependent claim (Small Entity)                | \$140   | \$145   |
| Surcharge - Late filing fee                            | \$130   | \$130   |
| Surcharge - Late filing fee (Small Entity)             | \$65    | \$65    |
| Design filing fee                                      | \$330   | \$340   |
| Design filing fee (Small Entity)                       | \$165   | \$170   |
| Plant filing fee                                       | \$520   | \$530   |
| Plant filing fee (Small Entity)                        | \$260   | \$265   |
| Reissue filing fee                                     | \$750   | \$770   |
| Reissue filing fee (Small Entity)                      | \$375   | \$385   |
| Reissue independent claims                             | \$84    | \$86    |
| Reissue independent claims (Small Entity)              | \$42    | \$43    |
| Reissue claims in excess of twenty                     | \$18    | \$18*   |
| Reissue claims in excess of twenty (Small Entity)      | \$9     | \$9*    |
| Provisional application filing fee                     | \$160   | \$160*  |
| Provisional application filing fee (Small Entity)      | \$80    | \$80*   |
| Surcharge - Late provisional filing fee                | \$50    | \$50*   |
| Surcharge - Late provisional filing fee (Small Entity) | \$25    | \$25*   |
| Non-English Specification                              | \$130   | \$130*  |
| Extension - First month                                | \$110   | \$110*  |
| Extension - First month (Small Entity)                 | \$55    | \$55*   |
| Extension - Second month                               | \$410   | \$420   |
| Extension - Second month (Small Entity)                | \$205   | \$210   |
| Extension - Third month                                | \$930   | \$950   |
| Extension - Third month (Small Entity)                 | \$465   | \$475   |
| Extension - Fourth month                               | \$1,450 | \$1,480 |
| Extension - Fourth month (Small Entity)                | \$725   | \$740   |
| Extension - Fifth month                                | \$1,970 | \$2,010 |
| Extension - Fifth month (Small Entity)                 | \$985   | \$1,005 |
| Petition   | \$130   | \$130*  |
| Processing returned checks                             | \$50    | \$50*   |

For further fee information, please call  
(703-308-HELP)